

# WIRELESS E-911 SERVICES BOARD

October 20, 2000

11:00 a.m.

Department of Information Technology  
Executive Conference Room  
Richmond Plaza Building  
110<sup>th</sup> South 7<sup>th</sup> Street, 3<sup>rd</sup> Floor  
Richmond, Virginia 23219

Members Present:	Jerry Simonoff, Chair Melvin Breeden Captain John Furlough James McDonnell Chief Julian H. Taliaferro	William E. Landsidle Edward Coglio Terry Hall Chief Henry Stanley Robert W. Woltz, Jr.
Members Absent:	Sheriff Ron D. Oakes Ralph Jones (Fred Vincent; in lieu of)	
Staff Present:	Steve Marzolf, Coordinator	Mel Sheridan, Analyst

## **CALL TO ORDER**

Jerry Simonoff, Chairman, called the meeting of the Wireless E-911 Services Board (hereafter referred to as the Board) to order at 11:00 a.m., Mr. Simonoff welcomed all in attendance.

## **ACTION AGENDA**

Mr. Simonoff turned the gavel over to William Landsidle who requested that the members present of the previous Board (Landsidle, Marzolf, McDonnell, Woltz, and Breeden) consider the minutes of July 27, 2000 as presented. James McDonnell motioned, seconded by Robert Woltz Jr, that the minutes be approved as presented; they passed by unanimous vote.

The gavel was then passed back to Mr. Simonoff and the meeting continued with the formal agenda. Mr. Simonoff made two presentations on behalf of the Board: first to Mr. William E. Landsidle, a pewter plate suitably engraved for his service as Chairman of the Board from July 12, 1989 to September 30, 2000; secondly, to Ms. Elizabeth Angle a similar pewter plate for her administrative service to the Board for the same period of time.

A motion was made by James McDonnell, seconded by Robert Woltz Jr., to authorize a bonus of \$1,000 be paid to Ms. Elizabeth Angle for her service to The Board noting that support to the Board was not a formal part of her position duties and responsibilities. Motion passed 9-0-1, Mr. Landsidle abstained.

Motion made by James McDonnell, seconded by Robert Woltz Jr., which reads as follows:

That pursuant to statute, the Board reaffirms all funding commitments made prior to October 1, 2000 by the Board created under § 56-484.9.

That the Board recognizes that approximately 50 checks drawn on a commercial account at First Union Bank remain outstanding for authorized payments to PSAPs and CMRSs, and that it will be necessary to continue this account until all checks have cleared and been properly reconciled.

And that the Board recognizes and agrees to the intent of the Wireless E-911 Services Board created under § 56-484.9 that a compensation bonus of \$1,000 be made to a part time employee of that Board for services rendered between 1998 and 2000.

Therefore, be it resolved that the Board delegates to the Treasurer the authority to oversee the continuation of the commercial bank account, to make such additional payments as are required by the provisions of this resolution, to complete all reconciliations of that account, and to prepare final pro forma financial information as may be required for audit.

The Treasurer, acting under this delegation, shall transfer all cash except to the amount necessary to cover outstanding checks plus such service fees as may be anticipated, to the State Treasury as directed by the Director of the Department of Technology Planning or his designee.

Following an explanation of the motion by Mr. Landside and subsequent discussion, the motion passed, 10-0.

Mr. Simonoff proceeded with an introduction of each Board member.

Motion made by Terry Hall, seconded by James McDonnell, to approve the selection of Mr. Steve Marzolf as the Coordinator for the Wireless E-911 Services Board, passed 10-0.

Mr. Marzolf made a presentation to the Board on the history of the Board and actions taken by both the General Assembly and the Federal Communications Commission to date on wireless E-911 issues.

The Chairman called for a short recess at 12:10 to allow members to get lunch.

At 12:24 the meeting was reconvened; Mr. Marzolf briefed the Board on possible FY02 Cost Recovery Guidelines for PSAPs. Mr. Hall expressed that he felt there was room in the guidelines for possible misinterpretation by some PSAPs that may cause as much as a 2% difference in submissions. Mr. Marzolf then briefed the Board on possible FY02 Cost Recovery Guidelines for MCRSs. The possibility of considering a flat capitated rate was discussed by Mr. Landside. Following additional general discussion, Robert Woltz Jr. moved, seconded by Terry Hall, to approve both sets of guidelines; passed 10-0.

Mr. Marzolf briefed the Board on possible True-up Procedures to be used for FY00. Following discussion, Mr. McDonnell moved, seconded by Mr. Hall, to utilizing existing True-up procedures currently in place allowing PSAPs to either increase or decrease their costs for both FY00 and FY01; with a NLT date for completion of 1 December 2000. The motion passed 10-0.

## **Old Business**

Mr. McDonnell moved, seconded by Mr. Landside, to approve the FY01 submission of Rockbridge County (previously submitted after the FY deadline). Motion passed 10-0.

Mr. Marzolf briefed that there had been no response from Petersburg to date on the Board's request for more information. The Board took no action relative to Petersburg.

Mr. Marzolf briefed that to date, Sprint Spectrum had not made a submission to the Board and that even though CFW and Prime Co have merged, the two submissions previously made are still valid and should be addressed individually.

Mr. Marzolf briefed Board relative to the previous Prince William County request for additional funds this FY because of an increased percentage of wireless calls. After general discussion on the issue, the issue was tabled.

Mr. Simonoff discussed setting up the schedule of meetings for the next year; general consensus was to set a standard time each month with the sub-committee meeting on the same day. Staff will canvas Board to determine what day may be best. Captain Furlough asked that it not be set on Tuesdays.

Mr. Simonoff briefed on proposed letterhead for the Board, asked that any changes to names, etc as listed be phoned in within next week.

Steve Marzolf briefed Board on revenue projections and expenditures.

Motion to adjourn was made by William Landside, seconded by Mr. McDonnell, passed 10-0.

Respectfully submitted,

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Andrew M. Sheridan  
Public Safety Communications Analyst  
Department of Technology Planning

Approved by Board: \_\_\_\_\_  
(date)